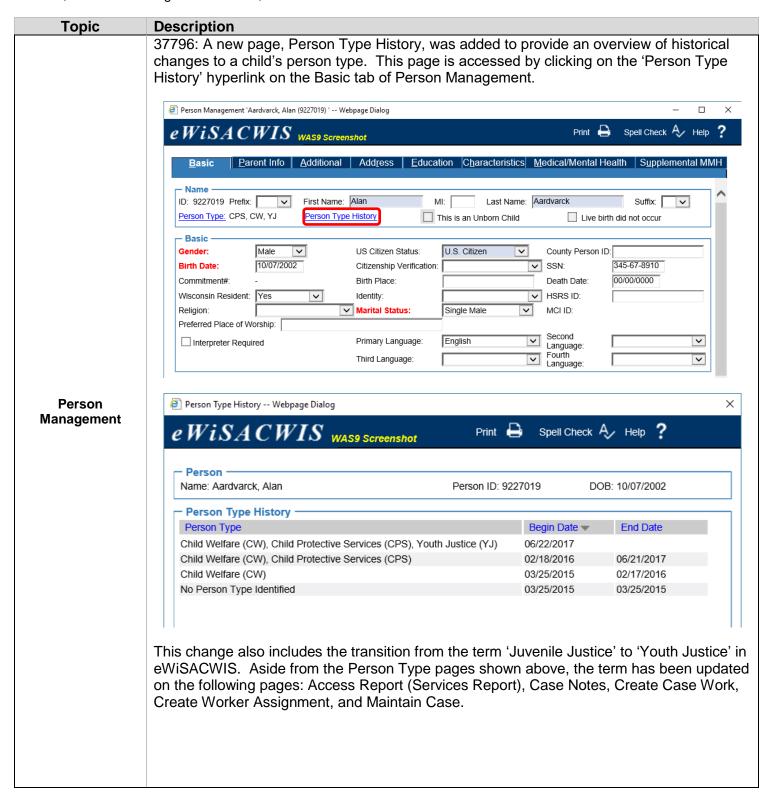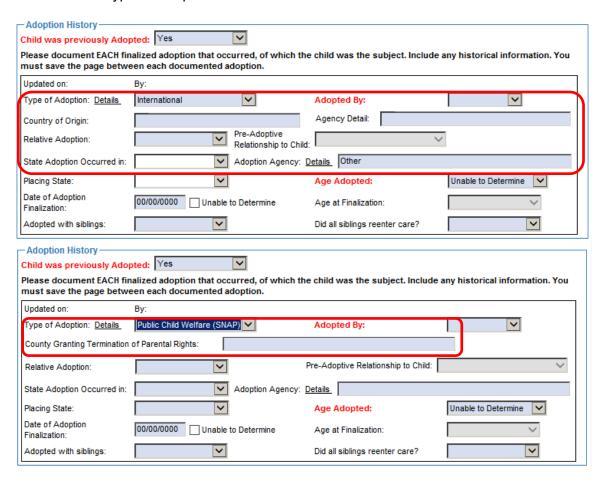# eWiSACWIS Release 6.2
March 23, 2018

Below you will find a summary of eWiSACWIS changes. This summary includes changes that affect workflow, data entry, procedures, and reporting. Some of the changes are the result of policy changes, eWiSACWIS Team input, and issues reported to the help desk by users.

Topic areas included in this release: Person Management, Imaging, Print Case, Desktop, Adoptions, Agreements & Notices, Workload Management/Ticklers, and ICPC.

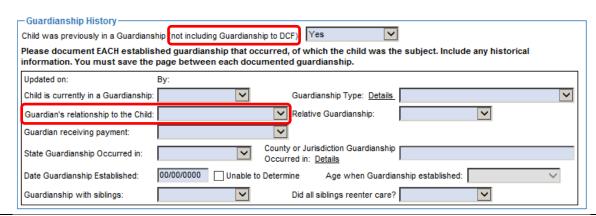| Topic	Description
Person Management	37796: A new page, Person Type History, was added to provide an overview of historical changes to a child's person type. This page is accessed by clicking on the 'Person Type History' hyperlink on the Basic tab of Person Management. This change also includes the transition from the term 'Juvenile Justice' to 'Youth Justice' in eWiSACWIS. Aside from the Person Type pages shown above, the term has been updated on the following pages: Access Report (Services Report), Case Notes, Create Case Work, Create Worker Assignment, and Maintain Case.

38821: Changes have been made to the Adoption History and Guardianship History group boxes on the Basic tab of Person Management, as well as on the Adoption/Guardianship Information page on Placement.

- Adoption History:
    1. A new value has been added to the 'Type of Adoption' drop down: Tribal. The definition of a Tribal Adoption has been added to the 'Details' flare next to the field label.
    2. The new 'Agency Detail' text box will display when International is selected as the 'Type of Adoption' and Other is entered in the 'Adoption Agency' field.
    3. The new 'Country of Origin' text box will display when International is selected as the 'Type of Adoption'.
    4. The 'Adoption Agency' field will contain values for private adoption agencies, as well as Other and Unable to Determine, when International is selected as the 'Type of Adoption'. The 'Details' flare has been updated to reflect this change.
    5. The new 'County Granting Termination of Parental Rights' text box will display when Public Child Welfare (SNAP) is selected as the 'Type of Adoption'.
    6. The 'Adoption Agency' field will contain the following values: Lutheran Social Services, Children's Hospital of WI Community Services, Catholic Charities, State, Other, and Unable to Determine when Public Child Welfare (SNAP) is selected as the 'Type of Adoption'. The 'Details' flare has been updated to reflect this change.
    7. The 'Child Receives WI Adoption Assistance' checkbox has been removed.
    8. The 'Relative Adoption' field will prefill to Yes when Relative is selected as the 'Type of Adoption'. It will prefill to No when Domestic-Safe Haven is selected as the 'Type of Adoption'.

Adoption History

Child was previously Adopted: Yes

Please document EACH finalized adoption that occurred, of which the child was the subject. Include any historical information. You must save the page between each documented adoption.

Updated on:	By:		
Type of Adoption: Details	International	Adopted By:	
Country of Origin:		Agency Detail:	
Relative Adoption:		Pre-Adoptive Relationship to Child:	
State Adoption Occurred in:		Adoption Agency: Details	Other
Placing State:		Age Adopted:	Unable to Determine
Date of Adoption Finalization:	00/00/0000 ☐ Unable to Determine	Age at Finalization:	
Adopted with siblings:		Did all siblings reenter care?	

Adoption History

Child was previously Adopted: Yes

Please document EACH finalized adoption that occurred, of which the child was the subject. Include any historical information. You must save the page between each documented adoption.

Updated on:	By:		
Type of Adoption: Details	Public Child Welfare (SNAP)	Adopted By:	
County Granting Termination of Parental Rights:			
Relative Adoption:		Pre-Adoptive Relationship to Child:	
State Adoption Occurred in:		Adoption Agency: Details	
Placing State:		Age Adopted:	Unable to Determine
Date of Adoption Finalization:	00/00/0000 ☐ Unable to Determine	Age at Finalization:	
Adopted with siblings:		Did all siblings reenter care?	

- Guardianship History:
  1. Clarifying text added to page.
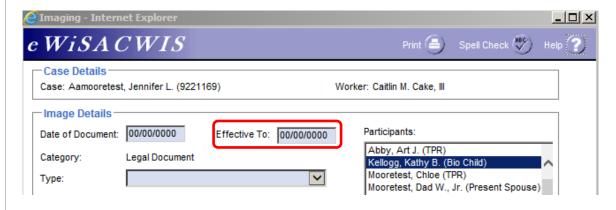 2. A new drop down has been added: 'Guardian's relationship to the Child'.

37796: When uploading a Legal Document on the Imaging page, the following document types will now require the user to enter an 'Effective To:' date:

1. Change of Plcmnt Ordr(IH to OOH)-CHIPS
2. Change of Plcmnt Ordr(OOH to OOH)-CHIPS
3. Change of Plcmnt Ordr(OOH to IH)-CHIPS
4. Change of Plcmnt Ordr(IH to OOH)-Delinq
5. Change of Plcmnt Ordr(OOH to OOH)-Delinq
6. Change of Plcmnt Ordr(OOH to IH)-Delinq
7. Change of Plcmnt Ordr(IH to OOH)-JIPS
8. Change of Plcmnt Ordr(OOH to OOH)-JIPS
9. Change of Plcmnt Ordr(OOH to IH)-JIPS
10. Consent Decree – CHIPS
11. Consent Decree – Delinquent
12. Consent Decree – JIPS
13. Dispositional Order – CHIPS
14. Dispositional Order – Delinquent
15. Dispositional Order – JIPS
16. Extension Order – CHIPS
17. Extension Order – Delinquent
18. Extension Order – JIPS

The highlighted document types will also automatically select the Youth Justice person type when the Imaging page is saved. At that time, a task will also be generated to encourage workers to review the youth's person type and update it, if needed. The task will display on the primary worker's calendar and task list on the date that is entered as the 'Effective To:' date on the Imaging page.
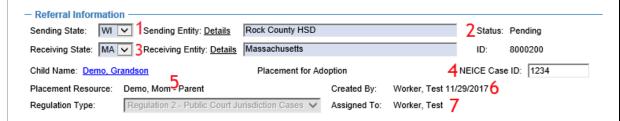
Imaging

	39803: The size limit for images has been increased to 25MB, from the previous 10MB.
Print Case	39484: The 'Print Case Record' and 'Print Case Record History' pages have been migrated to HTML5. The 'Print Case Record' page will now be able to display and print both RTF and PDF files. When both RTF and PDF files are included in a Print Case Record, two separate document IDs will display. **Print Case Record History** <table><tr><th>Date Submitted ▼</th><th>Worker</th><th>County</th><th>Date Range</th><th>Document ID</th><th>Status</th><th></th></tr><tr><td>01/22/2018</td><td>Corn, Conn C., Jr.</td><td>Milwaukee</td><td>01/01/2000 - 01/01/2014</td><td></td><td>Pending</td><td>Edit Delete</td></tr><tr><td>11/18/2008</td><td>Cake, Caitlin M., III</td><td>Milwaukee</td><td>01/01/2004 - 11/01/2008</td><td>9231302 9231315 (PDF)</td><td>Historical</td><td>View</td></tr><tr><td>11/18/2008</td><td>Cake, Caitlin M., III</td><td>Milwaukee</td><td>03/01/2008 - 11/01/2008</td><td>9231228 (PDF)</td><td>Historical</td><td>View</td></tr><tr><td>11/18/2008</td><td>Cake, Caitlin M., III</td><td>Milwaukee</td><td>01/01/2004 - 11/01/2008</td><td>9231208</td><td>Historical</td><td>View</td></tr></table>
Desktop	39470: The Narratives category was modified to display the name of the Worker Making Contact. A hover over will also identify the field as "Worker Making Contact". 39472: The Assignments category on the Desktop was modified to include the phone number and email contact information for all traditional assignments (not including CARES) to a case or provider. 39502: Assessment items will now appear on the Recent Work carousel on the Desktop. If an Assessment is modified and saved, the item will appear under Recent Work on the Home tab after eWiSACWIS is refreshed. The item will be accessible for modification on the Review tab, when launched from the Recent Work items. Recent Work will only display pending Assessments. Once the assessment is approved, it will no longer appear on the Recent Work carousel.

Adoptions	38289: The Adoption Assistance Amendment workflow used by the DCF Adoptions Unit staff was streamlined to increase efficiency and eliminate unnecessary steps. In eWiSACWIS, the 'Adoption Assistance Agreement' page was modified to automate some processes and a new 'Adoption Assistance Application for Decision' page was created to document eligibility and rates.
Agreements and Notices	39473 and 39486: The 'Notice of Approval for Amendment for Adoption Assistance and Amended Agreement' template has been converted from RTF to PDF.
Workload Management/ Ticklers	38821: The 'Review Adoption/Guardianship History' tickler will be available for both Tickler Reassignment and Tickler Deletion. This tickler is created for children that are under the age of 18 when the Out of Home Placement page is successfully saved and the Adoption and/or Guardianship History question has a value of 'Unable to Determine'.

39564: The following enhancements have been made to the Statewide and County messages on the Home tab of the Desktop:

1. Begin Date, End Date, and Time was added to the 'Add Resource' page for Desktop messages.
2. The 'Link' text field was removed from the 'Add Resource' page for Desktop messages.

Add Resource ✕

Begin Date/Time: 00/00/0000 00:00 ○ AM ○ PM
End Date/Time: 00/00/0000 00:00 ○ AM ○ PM

Text:

Format: ⌄

Save   Close

3. The option to 'View all statewide messages' and 'View all county messages' was added. By selecting the checkbox, all statewide or county messages will display.

Home

Statewide messages ✎ ⊕ Add message ☐ View all statewide messages Hide

County messages ✎ ⊕ Add message ☐ View all county messages

39521: 'All My Workers' was added to 'Worker view' drop down for the Desktop calendar.

Page view: County view: Worker view:

○ Task list   ⦿ My workers   All My Workers   ⌄

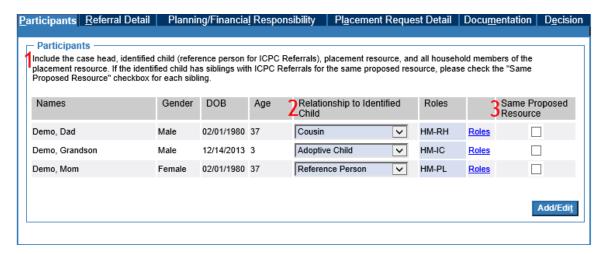⦿ Calendar   ○ All State workers   ✎ Create task   ⭧ Wor

38393: This change modifies the existing ICPC Referral and ICPC Record Pages, including the addition and removal of fields, made-in-error processing, security changes, text changes and additional automated messages. The specific changes to each page are outlined below.
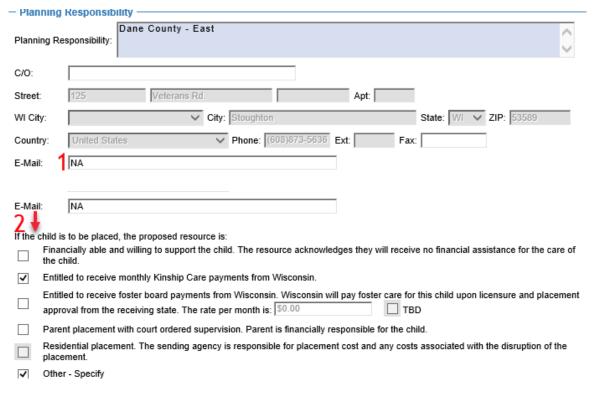
ICPC Referral - Referral Information Group Box

1. 'Sending Entity' textbox has been added to document the name of the assigned county agency or tribe.
2. 'Status' has been modified to display the values of 'Withdrawn' and 'Made in Error'.
3. 'Assigned Entity' has been renamed to 'Receiving Entity'.
4. A textbox has been added to capture the NEICE Case ID.
5. Added type of care to the 'Placement Resource' value.
6. Added the date that the ICPC referral was created to the 'Created By' field.
7. Added 'Assigned To' to display the current assigned worker.
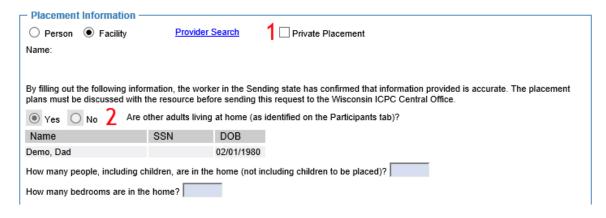
ICPC

ICPC Referral - Participants Tab

1. Updated static text.
2. Changed column header from 'Relationship' to 'Relationship to Identified Child'.
3. Changed column header from 'Same Resource' to 'Same Proposed Resource'.

ICPC Referral - Planning/Financial Responsibility Tab

1. Removed the requirement for 'E-mail' in the Planning Responsibility and Financial Responsibility group boxes.
2. Enable questions in the Financial Responsibility group box when Wisconsin is the sending state.

ICPC Referral - Placement Request Detail Tab

1. 'Private Placement' checkbox has been added and is selectable when the 'Facility' radio button is selected.
2. 'Are other adults living at home (as identified on the Participants tab)?' is now set to always be disabled and the answer will be determined by the system.

Please verify the following. If information about the child's needs, disabilities, school enrollment, or IEP is incorrect, please update this information on the child's Person Management page:

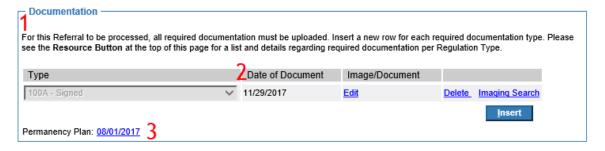Child has mental/behavioral/physical health needs or disabilities:

Child is Currently Enrolled in School: No

Child has an Individualized Education Plan: No

If the Child has an IEP, please upload a copy of the IEP.

1. Static text has been added.
2. The system no longer allows the user to select answers for the following questions, as they are driven from information on the child's Person Management page:
   - Child has mental/behavioral/physical health needs or disabilities
   - Child is Currently Enrolled in School
   - Child has an Individualized Education Plan

ICPC Referral - Documentation Tab

1. Static text has been updated.
2. The header of 'Date Sent/Received' has been renamed 'Date of Document'.
3. The 'Permanency Plan:' field has been added and will display the date of the most recent Permanency Plan.

ICPC Referral - Decision Tab

1. Decision drop down has two new values: 'Withdrawn' and 'Pending Final Decision'.
2. 'Not Last Sibling' checkbox has been added.

ICPC Referral - Referral Copy Tab

Basic
Child: Demo, Child (9230694)   Placement Resource: Demo, Dad (9230698)

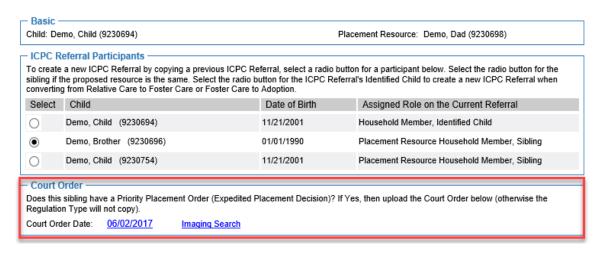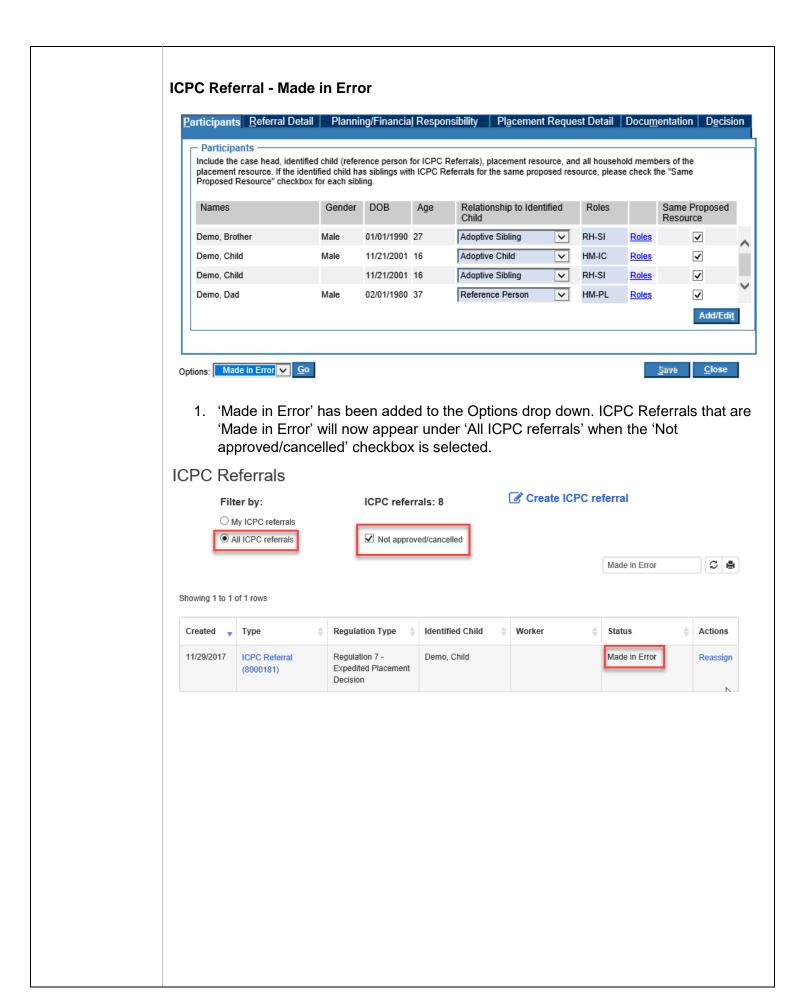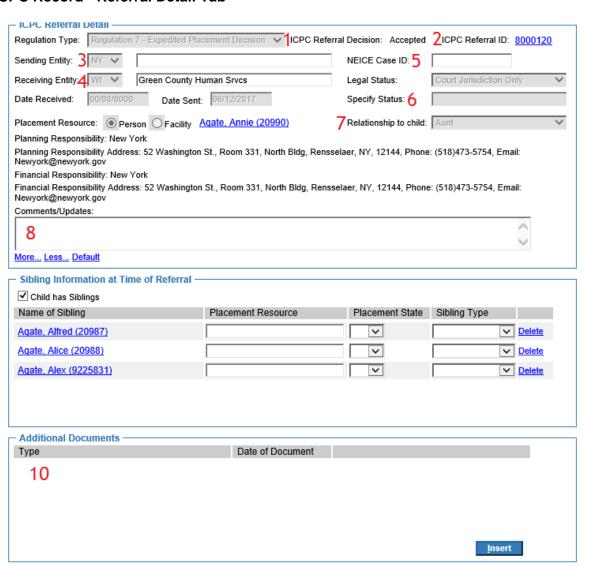**ICPC Referral Participants**
To create a new ICPC Referral by copying a previous ICPC Referral, select a radio button for a participant below. Select the radio button for the sibling if the proposed resource is the same. Select the radio button for the ICPC Referral's Identified Child to create a new ICPC Referral when converting from Relative Care to Foster Care or Foster Care to Adoption.

Select	Child	Date of Birth	Assigned Role on the Current Referral
○	Demo, Child (9230694)	11/21/2001	Household Member, Identified Child
●	Demo, Brother (9230696)	01/01/1990	Placement Resource Household Member, Sibling
○	Demo, Child (9230754)	11/21/2001	Placement Resource Household Member, Sibling

Court Order
Does this sibling have a Priority Placement Order (Expedited Placement Decision)? If Yes, then upload the Court Order below (otherwise the Regulation Type will not copy).

Court Order Date: 06/02/2017   Imaging Search

1. When a copied referral is a regulation 7, and a sibling is selected, the 'Court Order' group box will be displayed.
   a. Added Static text.
   b. Added 'Court Order Date'.
2. The copy over process was modified to copy over additional fields, such as the Regulation and information from the Referral Detail tab.
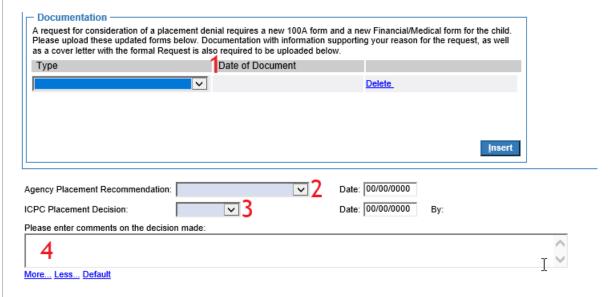
ICPC Referral - Made in Error

| Participants | Referral Detail | Planning/Financial Responsibility | Placement Request Detail | Documentation | Decision |

Participants

Include the case head, identified child (reference person for ICPC Referrals), placement resource, and all household members of the placement resource. If the identified child has siblings with ICPC Referrals for the same proposed resource, please check the "Same Proposed Resource" checkbox for each sibling.

Names	Gender	DOB	Age	Relationship to Identified Child	Roles		Same Proposed Resource
Demo, Brother	Male	01/01/1990	27	Adoptive Sibling	RH-SI	Roles	☑
Demo, Child	Male	11/21/2001	16	Adoptive Child	HM-IC	Roles	☑
Demo, Child		11/21/2001	16	Adoptive Sibling	RH-SI	Roles	☑
Demo, Dad	Male	02/01/1980	37	Reference Person	HM-PL	Roles	☑

Add/Edit

Options: [Made in Error ▼] [Go]   [Save] [Close]

1. 'Made in Error' has been added to the Options drop down. ICPC Referrals that are 'Made in Error' will now appear under 'All ICPC referrals' when the 'Not approved/cancelled' checkbox is selected.

ICPC Referrals

Filter by: ICPC referrals: 8   ✎ Create ICPC referral

○ My ICPC referrals

⦿ All ICPC referrals   ☑ Not approved/cancelled

[Made in Error] ⟳ 🖨

Showing 1 to 1 of 1 rows

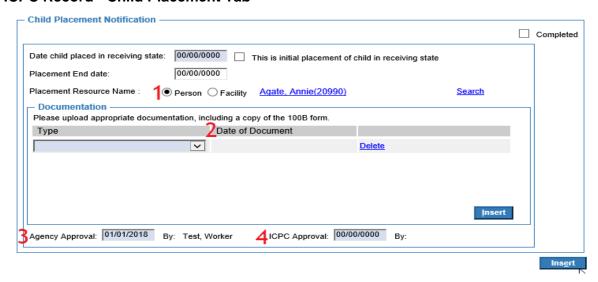| Created ▼	Type ⇅	Regulation Type ⇅	Identified Child ⇅	Worker ⇅	Status ⇅	Actions
11/29/2017	ICPC Referral (8000181)	Regulation 7 - Expedited Placement Decision	Demo, Child		Made in Error	Reassign

ICPC Record - Referral Detail Tab

1. 'ICPC Referral Decision' has been moved.
2. 'ICPC Referral ID' has been moved.
3. 'Sending State' has been renamed to 'Sending Entity' and an additional text box has been added to document the name of assigned county agency or the tribe.
4. 'Receiving State' has been renamed to 'Receiving Entity' and an additional text box has been added to document the name of assigned county agency or the tribe.
5. 'NEICE Case ID' has been added.
6. 'Specify Status' has been added and is only enabled when 'Other' is selected from the Legal Status drop down.
7. 'Placement Relationship to child' has been renamed 'Relationship to Child'.
8. 'Comments/Updates' narrative box has been added.
9. 'Placement Resource Address' has been removed.
10. 'Additional Documents' Group box has been added.

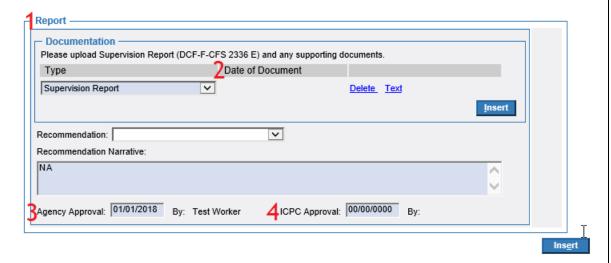**ICPC Record - Request for Reconsideration Tab**

1. 'Date Sent/Received' renamed 'Date of Document'
2. 'Agency Placement Recommendation' and 'Date' have been added.
3. 'ICPC Placement Decision and 'Date' have been added.
4. 'Please enter comments on the decision made' narrative box has been added.

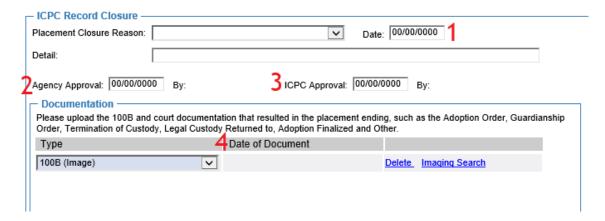**ICPC Record - Child Placement Tab**

1. The 'Placement Resource Name' has been modified to allow you to search out an existing Person or Facility. All previously related address and contact fields have been removed.
2. 'Date Sent/Received' has been renamed to 'Date of Document'.
3. 'Date' has been renamed to 'Agency Approval' and 'Approval/Signature of agency sending information' has been renamed to 'By' and is now system driven based on the date field.
4. 'Date' has been renamed 'ICPC Approval' and 'WI Central Office Approver ICPC' has been renamed 'By' and is system driven based on the date field.

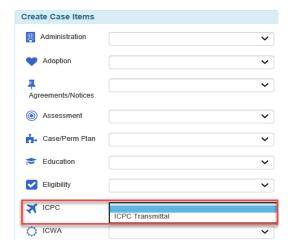**ICPC Record - Supervision Reports Tab**

1. The 'Report' group box has been added.
2. 'Date Sent/Received' has been renamed 'Date of Document'.
3. 'Agency Approval' and 'By' have been added with 'By' being system driven.
4. 'ICPC Approval' and 'By' have been added with 'By' being system driven.

ICPC Record - Record Closure Tab

1. 'Final Placement Closure Date' has been renamed 'Date' and moved.
2. 'Agency Approval' and 'By' have been added with 'By' being system driven.
3. 'ICPC Approval' and 'By' have been added with 'By' being system driven.
4. 'Date Sent/Received' has been renamed 'Date of Document'.

ICPC - Create Case Work

1. The following values have been removed: Financial/Medical Plan, ICPC Priority Home Study Request, Quarterly Supervision Report, Relative/Parent Home Study and Report on Placement 100B.

ICPC - New Automated Messages

ICPC Decision Needed: To inform the ICPC State workers that a Home Study Decision is needed.

ICPC Placement Decision Complete: To inform the ICPC county worker that a Home Study Decision is Complete.

ICPC Home Study and Placement Decision Complete: To inform the ICPC county worker that a Home Study Decision is Complete.

ICPC 100B Approval Needed: To inform the ICPC state worker that an ICPC 100B Approval is needed.

ICPC 100B Approved, Supervision Requested: To inform the ICPC county worker that an ICPC 100B Approval has been approved.

ICPC 100B Approved, Initiate Supervision: To inform the ICPC county worker that an ICPC 100B Approval has been approved.

ICPC Supervision Report Approval Needed: To inform the ICPC state worker that an ICPC Supervision Report Approval is needed.

ICPC Supervision Report: To inform the ICPC county worker that an ICPC Supervision Report has been received.

ICPC 100B Closure Approval Needed: To inform the ICPC state worker that an ICPC Closure Approval is needed.

ICPC Record Closure Approved: To inform the ICPC county worker that an ICPC Closure has been approved.

ICPC Placement Closure Approved: To inform the ICPC county worker that an ICPC 100B Closure has been approved.